Amendments to the Specification:

Please replace the paragraph beginning at page 3, line 13, with the following rewritten paragraph:

-- Facsimile machines are one common method used for sending paper documents. With facsimile ~~technology~~ technology, an electronic image of a paper document may be sent to another location. The need to deliver a separate physical copy of the paper document is eliminated because the facsimile machine creates a paper document. If the facsimile machine has memory or is capable of communicating with a computer or other device with memory, the electronic image of the document may be stored in memory without the need to print and store a paper document. Other devices have evolved to perform facsimile machine functions. A personal computer, document scanner, and printer working together can perform the functions of a facsimile machine. Further, a network-enabled digital copier[[,]] may perform the functions of a facsimile machine. In addition, other devices or combinations of devices may perform the functions of a facsimile machine. In this document, the term "digital scanner and transceiver" denotes a facsimile machine, a combined computer-scanner-printer, a network-enabled digital copier, or any other device or combination of devices capable of performing the functions of a facsimile machine. --

Please replace the paragraph beginning at page 4, line 6, with the following rewritten paragraph:

-- The present invention is directed to a flexible method and apparatus for control of the routing and processing of documents by a ~~document-receiver~~ document receiver. The sender need not know how the receiver classifies the document sent to him or anything about how the receiver intends to route or process the document. The ~~document-receiver~~ document receiver may easily establish and change document classifications and document routing and processing instructions. --

Please replace the paragraph beginning at page 5, line 8, with the following rewritten paragraph:

-- FIG. 4 is an exemplary screen view of a list of steps in a DPP and ~~document receiver~~ document receiver action selections in one preferred embodiment of the present invention.--

Please replace the paragraph beginning at page 5, line 20, with the following rewritten paragraph:

-- FIG. 8 is a flow diagram of an exemplary embodiment of the present invention[[,]] illustrating a method of deleting, changing, or making additions to a DPP. --

Please replace the paragraph beginning at page 5, line 22, with the following rewritten paragraph:

-- FIG. 9 is a flow diagram of an exemplary embodiment of the present invention[[,]] illustrating a method of establishing an account for a receiver with a registration server. --

Please replace the paragraph beginning at page 5, line 25, with the following rewritten paragraph:

-- FIGS. 10A and 10B are flow diagrams of an exemplary embodiment of the present invention[[,]] illustrating a method of creating a document classification and DPP. --

Please replace the paragraph beginning at page 6, line 2, with the following rewritten paragraph:

-- The present invention relates generally to a method and apparatus for routing and processing documents and specifically to a method and apparatus for defining document classifications and DPPs, and for selecting[[,]] and using such document classifications and DPPs for routing and processing documents. A receiver

initiates a session with a registration server, sets up an account, and establishes a classification for each type of document that he anticipates receiving. A set of processing steps for each classification is input or selected by the receiver. The receiver communicates to a sender his name or account number. The sender initiates a session with the registration server, selects the receiver name or account number, and selects a document classification. The sender prints a cover page, which includes a document classification identifier, and scans the cover page and a source document with a digital scanner and transceiver (defined in the Background of the Invention). The document is sent to recipients and transformed according to the DPP specified by the receiver. --

Please replace the paragraph beginning at page 8, line 13, with the following rewritten paragraph:

-- After establishing an account, the receiver defines at least one document classification and enters or selects at least one processing step. An exemplary method for defining a document classification and DPP is shown in FIGS. 10A and 10B. Processing steps may be created or selected from a predefined list. After all processing steps have been entered or selected, the receiver stores the processing steps as a DPP in a memory 28 associated with the registration server 20, as shown in FIG. 1. The registration server assigns each DPP a unique DPP identifier. A DPP is associated with each document classification that a receiver anticipates receiving. As shown in ~~FIGS. 10 A and 10 B~~ FIGS. 10A and 10B, a receiver may associate a newly defined or existing DPP with a document classification. FIG. 4 shows an exemplary DPP description display screen 32 that is available for viewing by a receiver after a DPP has been created. As shown, a processing step may be conditional. For example, a resume would be routed to the manager of the Software Engineering Group only if specified words or phrases such as "C++," "Visual Basic," "Java," ~~"HTML",~~"HTML," or "Windows" appeared. In a preferred embodiment, the DPP can be supplemented, modified, or deleted quickly and efficiently so that it is always

current. FIG. 8 shows an exemplary method for deleting, changing, or making additions to a DPP. --

Please replace the paragraph beginning at page 9, line 9, with the following rewritten paragraph:

-- Using a system such as that shown in FIG. 1, a receiver initiates a session with a registration server 20 using a document-receiver client 22. The server 20, document-receiver client 22, document-sender client 34, clients 22 and 34, and digital scanner and transceiver 38 may communicate using any known computer-to-computer communication network or software, such as a LAN, WAN with TCP/IP Web browser, e-mail, FTP, application specific software, and protocols, or other similar network or software. In the shown embodiment, the registration server 20, clients 22 and 34, and digital scanner and transceiver 38 are connected to the Internet 24 through appropriate transmission links 26, such as a dial-up connection, a broadband connection, a LAN gateway, a bridge, a router, or other similar means. In an alternative preferred embodiment, registration server 20 and clients 22 and 34 communicate via the Internet 24 using a Web browser. The registration server 20 may be a Web server dedicated to handling registrations, or it may be a component of a digital scanner and transceiver 38 attached to a local network (such as a WAN or LAN). The registration server 20 may handle registrations for any receiver or only for designated receivers, such as specified users of a local network. --